



lacounty.gov

Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich

County of Los Angeles COMMUNITY AND SENIOR SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213-487-0379

Enriching Lives Through Effective And Caring Service



css.lacounty.gov

Cynthia D. Banks
Director
Otto Solórzano
Chief Deputy

November 29, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

15 November 29, 2011

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**COMMUNITY AND SENIOR SERVICES:
APPROVAL TO ACCEPT GRANT FUNDS AND EXECUTE CONTRACTS FOR
COMMUNITY SERVICES AMERICAN INDIAN BLOCK GRANT (CSAIBG) PROGRAM
FOR CALENDAR YEAR (CY) 2012
(ALL DISTRICTS) (3-VOTES)**

SUBJECT

Community and Senior Services (CSS) seeks delegated authority to: 1) accept grant funds for Calendar Year (CY) 2012, and additional funds through CY 2016, for the Community Services American Indian Block Grant (CSAIBG) Program from the California Department of Community Services and Development (CSD); 2) execute contracts and allocate funds for CY 2012 with the recommended service providers to provide low-income Native American Indian families and individuals access to supportive and emergency services through the CSAIBG Program; 3) execute contract amendments with the recommended service providers to exercise the option to extend the contract as appropriate, increase or decrease contract amounts, and make standard updates to terms and conditions, as necessary. The CSAIBG Program provides Native American Indian families and individuals access to supportive and emergency services.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Delegate authority to the Director of CSS, or designee, to accept funds from CSD for CY 2012, as well as any additional CSAIBG funds received in future years, provided that the Director of CSS, or designee, notifies your Board and the Chief Executive Officer (CEO) in writing within 10 work days of accepting the funding.
2. Delegate authority to the Director of CSS, or designee, to negotiate and execute contracts with the

recommended service providers to provide low-income Native American Indian families and individuals access to supportive and emergency services through the CSAIBG Program, effective January 1, 2012 through December 31, 2012, with the option to extend up to four (4) additional one year periods, after County Counsel (Counsel) approval of the contracts as to form. The estimated amount of the contracts for CY 2012 is \$355,048 which includes \$35,504 for administrative costs. Overall funding for these agencies is subject to the availability of funds each calendar year, the agency's performance, and community needs.

3. Authorize the Director of CSS, or designee, to: 1) execute contract amendments throughout the contract term effective January 1, 2012 through December 31, 2012, including exercising the option to extend the contracts, as appropriate; 2) execute contract amendments throughout an exercised option-year, including the option to extend further, as appropriate; 3) make standard updates to contract terms and conditions; and 4) increase or decrease the contract amounts in response to contractor performance as determined by CSS, which warrants an amendment, changes which affect the total available funds, and current community needs. Execution of all amendments will be contingent upon the Director of CSS, or designee, ensuring that: (a) any increase does not exceed ten (10) percent of the original contract amount, and the total allocation does not exceed funding availability, (b) Counsel approval as to form is obtained and (c) the Director of CSS, or designee, confirms in writing to your Board and the CEO within 30 days after such amendments have been executed. This action would ensure full expenditure of the CSAIBG Program funds and is consistent with the Board's policy requiring review of contractor performance.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will enable the CSAIBG Program to provide low-income Native American Indian families and individuals in Los Angeles County with access to supportive and emergency services that include, but are not limited to, crisis intervention, counseling, transportation, shelter, food and clothing that will assist them toward self-sufficiency.

Performance Measures

The Program's success will be measured based on the six (6) goals established by CSD. Those goals include, but are not limited to, the number of low-income Native American Indian families and individuals in Los Angeles County who have been provided assistance with employment, education, housing, emergency services, nutrition, linkages, and health services.

Implementation of Strategic Plan Goals

The recommended actions support the Countywide Strategic Plan Goal: Operational Effectiveness.

FISCAL IMPACT/FINANCING

CSAIBG provides funding for Program services in the amount of \$355,048, which includes \$35,504 for administrative costs, for CY 2012. Funding for this Program has been included in the Department's Fiscal Year 2011-12 Adopted Budget. No new CSS staff will be hired to coordinate this Program. Existing CSS staff will handle administrative coordination activities. No additional Net County Cost is anticipated for this Program through CY 2016.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The current contracts are scheduled to expire on December 31, 2011. CSS released a RFP on March 22, 2011 to solicit the interest of qualified vendors to provide CSAIBG services for an initial one year period beginning January 1, 2012 through December 31, 2012, with the option to extend for up to four additional one year periods to cover the five-year funding cycle for the period of January 1, 2012 through December 31, 2016.

CONTRACTING PROCESS

On March 22, 2011, CSS released a RFP to solicit proposals from vendors who can provide supportive and emergency services to low-income Native American Indian families and individuals in Los Angeles County. Interest letters were sent to over 500 agencies notifying them of CSS' intent to release the RFP. CSS advertised the RFP in accordance with federal, State and County requirements. The RFP was published in six (6) local news publications (L.A. Times, San Gabriel Valley Tribune, Daily News, Long Beach Press, Antelope Valley Press, and HOY), and was posted on both the CSS and the Internal Services Department websites.

A total of three (3) vendors, the same agencies currently under contract to provide CSAIBG program services, submitted proposals in response to the RFP. All three agencies met the minimum qualifications set forth in the RFP, were responsive, and are therefore recommended for funding, as follows:

| AGENCY | FUNDING |
|--|-----------|
| Gabrieleno/Tongva Tribal Council | \$106,514 |
| Pukuu Cultural Community Services | \$106,514 |
| United American Indian Involvement, Inc. | \$106,516 |
| Administrative Cost | \$35,504 |
| TOTAL | \$355,048 |

The contracts are not Prop A contracts. The living wage laws are not applicable. CSS is not capable of providing shelter services to clients, therefore, the services are contracted out to service providers.

Monitoring

The Native American Indian Commission/Self-Governance Board (NAIC/SGB) will conduct Program and fiscal monitoring of the service providers as outlined in the Agreement between the Community Action Agency, the Board of Supervisors, and the NAIC/SGB. CSS is responsible for ensuring, through its resolution process, which all reported monitoring findings are resolved, training is provided to the contractors, if necessary, and/or Program policies are updated as needed.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

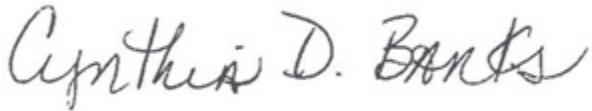
Approval of the recommended actions will enable the continuation of supportive and emergency services to low-income Native American Indian families and individuals residing in Los Angeles County. The CSAIBG Program provides a broad array of supportive services to about 10,000

American Indian families/individuals annually, such as, but not limited to, crisis intervention, counseling, transportation, shelter, food and clothing to assist in the achievement of self-sufficiency.

CONCLUSION

Upon Board approval, please e-mail one copy of the adopted Board Letter to Ms. Carol Domingo at CDomingo@css.lacounty.gov. If you have any questions, Ms. Domingo may be reached at (213) 639-6339.

Respectfully submitted,

A handwritten signature in cursive script that reads "Cynthia D. Banks".

CYNTHIA D. BANKS

Director

CDB:zr

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors